

TRUST ACCOUNT RECONCILIATION

Lawyer Trust Account Reconciliation Sheet

For the Month Ended December 2010

	<u>Amounts</u>
Lawyer Individual Trust Account Ledger Balances¹	
Client <u>Anna Brown</u>	\$ <u>10,000.00</u>
Client <u>George Carlin</u>	<u>8,000.00</u>
Client <u>Sandy Smith</u>	<u>5,000.00</u>
Client <u>Phil Townsend</u>	<u>7,500.00</u>
Client <u>Wendy Wilson</u>	<u>2,150.00</u>
Client _____	_____
Client _____	_____
Client _____	_____
Client _____	_____
Client _____	_____
	\$ <u>32,650.00*</u>
1. + Total above Lawyer Individual Trust Account Ledger Balances	
(1)+ Attorney Funds for Bank Charges, if any (e.g., attorney's money for bank minimum balance requirement)	<u>50.00</u>
2. = Lawyer Trust Account Journal (or Check Register) Balance	\$ <u>32,700.00 *</u>
(3)Bank Statement Balance	\$ <u>30,850.00</u>
- Less Outstanding Checks, if any	- <u>300.00</u>
+ Plus In-Transit Deposits, if any	+ <u>2,150.00</u>
3.=Reconciled Bank Statement Balance	\$ <u>32,700.00 *</u>

**These amounts (1, 2, and 3) must be identical to each other for the trust account to balance.*

Source: Provided as a courtesy by the Oregon State Bar Professional Liability Fund

¹ Note: Need separate line for each person's account as shown on a separate ledger card/page.